

**The Department of Social Services
Anticipated Job Vacancy
Utilization Review Nurse**

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Posting Date: November 2, 2006

Closing Date: November 16, 2006

THE DEPARTMENT OF SOCIAL SERVICES' MEDICAL OPERATIONS DIVISION IS PRESENTLY RECURITING FOR ONE (1) FULL-TIME UTILIZATION REVIEW NURSE. THE POSITION IS LOCATED IN OUR HARTFORD CENTRAL OFFICE (POSITION NO. 33613).

Open to: The Public and State Employees

Position: Utilization Review Nurse

Bargaining Unit: Health Care (P-1)

Hours of Work: Monday Thru Friday (40 hours per week)

Salary Range: \$55,850 - \$75,704 Annually (FP-23)

Location: 25 Sigourney Street, Hartford, CT

Duties/Responsibilities: The responsibilities of the position are medical consultant duties within the Medical & Clinical Consultant Services Team. These duties include applying professional nursing knowledge in the consultation and evaluation of:

- Requests from Clinics, Outpatient Hospitals, Individual Practitioners and Physician Offices for physical therapy, occupational therapy and speech therapy services for Medical Assistance Program clients,
- Requests from Hospital Discharge Planners for durable medical equipment on an emergent basis for Medical Assistance Program clients, and
- Appropriate level of care for Nursing Home clients.

Responsibilities include the operation and oversight of the Katie Beckett Waiver program. Liaison between the Home Health Agencies, the children's parents and the Department's Regional Office staff. Oversight of the client waiting list, all client correspondence, Federal reporting, and the organization of the case medical reviews for the Nurse Consultants review.

General Experience: Three (3) years experience as a registered professional nurse.

Special Experience: One (1) year of the General Experience must have been in hospital or institutional nursing, in a medical treatment facility, in rehabilitative or occupational nursing or providing medical review of insurance claims.

Substitutions Allowed: A Bachelor's Degree in Nursing may be substituted for one (1) year of the General Experience.

Special Requirements:

1. Incumbents in this class must possess and retain a license as a registered professional nurse in Connecticut
2. Incumbents in this class may be required to travel.

Application Procedure: To apply you must submit a State of Connecticut Application for Examination or Employment (Form PLD-1) in order to be considered. The PLD-1 Application Form may be downloaded from the State of Connecticut's Department of Administrative Services Human Resources Website at: www.das.state.ct.us/exam/default.asp#APPLICATION_FORMS. Please forward your completed State of Connecticut Application (Form PLD-1) to:

**Maria Taylor, Personnel Officer
Department of Social Services
25 Sigourney Street – 12th Floor
Hartford, Connecticut 06106-0533
Fax: (860) 951-2979**

APPLICATIONS MUST BE RECEIVED BY NOVEMBER 16, 2006, CLOSE OF BUSINESS

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER